



ELECTION NEWS

A special informational bulletin on the implementation of Michigan's new "consolidated elections" legislation

Michigan Department of State - Terri Lynn Land, Secretary of State

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In This Issue ...

This issue of *Election News* features information on the following topics:

- February 22 Election Date Calendar, May 3 Election Date Calendar and "Consolidated Elections" Overview Available on Department's Website
- Filing Requirements for May 3 Election
 - Local and Intermediate School Board Candidates
 - Community College Trustee Candidates
 - District Library Board Candidates
- "Election Coordinating Committee" Meetings Must Be Conducted by January 31, 2005

February 22 Election Date Calendar, May 3 Election Date Calendar and "Consolidated Elections" Overview Available on Department's Website

Date calendars prepared for the [February 22](#) and [May 3, 2005](#) elections can be accessed through the Department's website www.mi.gov/sos.

An overview of the "consolidated elections" legislation is also available on the Department's website. A careful reading of the overview is an important first step in understanding the actions which must be taken to implement the changes made in Michigan's election system under the "consolidated elections" legislation.

Filing Requirements for May 3 Election

Local and Intermediate School Board Candidates

Applicability: The filing requirements detailed below apply to local school districts that selected the odd-year May election date or the annual May election date for the election of the district's board positions. The filing requirements detailed below also apply to intermediate school districts that 1) elect their board positions at popular elections (as opposed to meetings) and 2) selected the odd-year May election date or the annual May election date for the election of the district's board positions.

Filing deadline: Local and Intermediate School Board candidates who wish to seek office at the May 3 election must file no later than 4:00 p.m. on Tuesday, February 8, 2005. The withdrawal deadline elapses at 4:00 p.m. on February 11, 2005.

Signature requirements: If the population of the school district is less than 10,000, the candidate's petition must contain a minimum of 6 signatures; no more than 20 signatures can be filed to cover the minimum signature requirement. A \$100.00 nonrefundable fee may be filed by the candidate in lieu of a petition. An Affidavit of Identity must be filed by the candidate with the petition or fee.

If the population of the school district is 10,000 or more, the candidate's petition must contain a minimum of 40 signatures; no more than 100 signatures can be filed to cover the minimum signature requirement. A \$100.00 nonrefundable fee may be filed by the candidate in lieu of a petition. An Affidavit of Identity must be filed by the candidate with the petition or fee.

Filing Location: The filing must be submitted to the filing official established by the district's "election coordinating committee." If the filing official is a local clerk, the filing official must forward the candidates' names and addresses to the clerk of the county in which the greatest number of voters eligible to vote on the board positions reside within three days after the withdrawal deadline.

Community College Trustee Candidates

Applicability: The filing requirements detailed below apply to community college districts that 1) are comprised of two or more contiguous local school districts or one or more contiguous intermediate school districts and 2) selected the odd-year May election date or the annual May election date for the election of the district's trustee positions.

Filing deadline: Community College Trustee candidates who wish to seek office at the May 3 election must file no later than 4:00 p.m. on Monday, March 7, 2005. The withdrawal deadline elapses at 4:00 p.m. on March 10, 2005.

Signature requirement: The candidate's petition must contain a minimum of 50 signatures; no more than 200 signatures can be filed to cover the minimum signature requirement. Community College Trustee candidates cannot file a fee in lieu of a petition. An Affidavit of Identity must be filed by the candidate with the petition.

Filing location: The filing must be submitted to the filing official established by the district's "election coordinating committee." If the filing official is a local clerk, the filing official must forward the candidates' names and addresses to the clerk of the county in which the greatest number of voters eligible to vote on the trustee positions reside within three days after the withdrawal deadline.

District Library Board Candidates

Applicability: The filing requirements detailed below apply to district library boards in instances where 1) a school district is a "participating municipality" in the district library and 2) the largest school district that is a "participating municipality" in the district library selected the odd-year May election date or the annual May election date for the election of the school district's board positions.

Filing deadline: District Library Board candidates who wish to seek office at the May 3 election must file no later than 4:00 p.m. on Monday, March 7, 2005. The withdrawal deadline elapses at 4:00 p.m. on March 10, 2005.

Signature requirement: If the population of the district is less than 10,000, the candidate's petition must contain a minimum of 6 signatures; no more than 20 signatures can be filed to cover the minimum signature requirement. A \$100.00 nonrefundable fee may be filed by the candidate in lieu of a petition. An Affidavit of Identity must be filed by the candidate with the petition or fee.

If the population of the district is 10,000 or more, the candidate's petition must contain a minimum of 40 signatures; no more than 100 signatures can be filed to cover the minimum signature requirement. A \$100.00 nonrefundable fee may be filed by the candidate in lieu of a petition. An Affidavit of Identity must be filed by the candidate with the petition or fee.

Filing location: The filing must be submitted to the filing official established by the largest school district's "election coordinating committee." If the filing official is a local clerk, the filing official must forward the candidates' names and addresses to the clerk of the county in which the greatest number of voters eligible to vote on the district library board positions reside within three days after the withdrawal deadline.

"Election Coordinating Committee" Meetings Must Be Conducted by January 31, 2005

The "election coordinator" of each local school district, intermediate school district and community college district must convene the members of the district's "election coordinating committee" this month to finalize arrangements for the conduct of the district's elections. Within 14 days after the "election coordinating committee" is convened, the committee must file a report with the Secretary of State to document the arrangements. Several important reminders are provided below:

- Meetings held by "election coordinating committees" are subject to the Open Meetings Act and must be publicly posted as required under the Act.
- The "consolidated elections" legislation requires the submission of a report for every local school district, intermediate school district and community college district in the state. This includes intermediate school districts that elect their board members at meetings as opposed to popular elections. (While the "consolidated elections" legislation does not change the meeting process such intermediate school districts use to elect their board members, the district's "election coordinating committee" must meet to make arrangements for the conduct of the district's special elections.)
- In an instance where a county clerk is responsible for serving as the district's "election coordinator," it is important that all members of the "election coordinating committee" have a full understanding of those duties a city or township clerk has a right to assume at the local clerk's option; those duties the county clerk can direct the city or township clerks to perform at the county clerk's discretion; and those duties a city or township clerk can assume under an agreement reached with the county clerk.

Suggested “templates” prepared to assist with the preparation of the reports which must be filed by the “election coordinating committees” established for local school districts, intermediate school districts and community college districts can be accessed through the Department’s website www.mi.gov/sos. Three report templates are available:

- [A report template for districts that are wholly contained within a single city or township.](#)
- [A report template for districts that fall in more than a single city or township.](#)
- [A report template for intermediate school districts that fill their board positions at meetings as opposed to popular elections.](#)